

STATE OF CALIFORNIA

Department of Parks and Recreation

# CAREER OPPORTUNITY BULLETIN



**Date: March 12, 2012**

**Bulletin # 813**

This Career Opportunity Bulletin may also be viewed on our website at

[www.parks.ca.gov](http://www.parks.ca.gov)

The Mission of the California Department of Parks and Recreation is to provide for the health, inspiration, and education of the people of California by helping to preserve the state's extraordinary biological diversity, protecting its most valued natural and cultural resources, and creating opportunities for high-quality outdoor recreation.

## HOW TO APPLY

For each separate position, please forward a standard state application Std Form 678. Indicate the position and location of the job for which you are applying. Send your application to:

Department of Parks and Recreation

P.O. Box 942896

Sacramento, CA 94296-0001

Attention: Personnel Services Division/Certification Unit

All applications must be postmarked by the final filing date

**FINAL FILING DATE FOR JOBS POSTED IN THIS BULLETIN: March 23, 2012**

California Relay Service

**TDD 1-800-735-2929**

Jobs Phone Line

**1-916-653-6995**

California State Parks is an equal opportunity employer. It is the Department's policy to ensure that all personnel actions will be conducted in a nondiscriminatory manner. All personnel procedures will be conducted in full compliance with all Federal and State employment requirements. The Department will ensure maintenance of a personnel system which provides equal employment opportunity in hiring, training and promotion – under all terms and conditions of employment – for all purposes, at all levels of the Department's workforce – regardless of age, sex, race, color, creed, religion, political affiliation, natural origin, genetic characteristics, ancestry, disability, medical condition, marital status, veterans status, and sexual orientation. For information concerning the complaint process, contact an EEO Counselor or the Human Rights Office.

## **Career Opportunity Bulletin #813**

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

- **ACCOUNTANT TRAINEE – ADMINISTRATIVE SERVICES DIVISION/ACCOUNTING SERVICES SECTION/TRAVEL AND REVOLVING FUND UNIT/HEADQUARTERS/SACRAMENTO**
- **ADMINISTRATIVE OFFICER I/ADMINISTRATIVE OFFICER II – SIERRA DISTRICT**
- **ASSOCIATE GOVERNMENTAL PROGRAM ANALYST – EXTERNAL AFFAIRS DIVISION/HUMAN RIGHTS OFFICE/HEADQUARTERS/SACRAMENTO – TWO POSITIONS**
- **ASSOCIATE STATE ARCHEOLOGIST – ANGELES DISTRICT/CHANNEL COAST DISTRICT**
- **ASSOCIATE STATE ARCHEOLOGIST (PERMANENT INTERMITTENT) – COLORADO DESERT DISTRICT**
- **ASSOCIATE STATE ARCHEOLOGIST/ASSISTANT STATE ARCHEOLOGIST – OFFICE OF HISTORIC PRESERVATION DIVISION/REVIEW AND COMPLIANCE UNIT/HEADQUARTERS/SACRAMENTO**
- **ENVIRONMENTAL PROGRAM MANAGER I – NATURAL RESOURCES DIVISION/HEADQUARTERS/SACRAMENTO**
- **ENVIRONMENTAL SCIENTIST – MONTEREY DISTRICT/MONTEREY SECTOR/ASILOMAR STATE BEACH AND CONFERENCE GROUNDS**
- **LABOR RELATIONS SPECIALIST – ADMINISTRATIVE SERVICES DIVISION/LABOR RELATIONS UNIT/HEADQUARTERS/SACRAMENTO**
- **LABORER (PERMANENT INTERMITTENT) – FACILITIES MANAGEMENT DIVISION/UNPAVED ROADS AND TRAILS PROGRAM/HEADQUARTERS/SACRAMENTO – TWO POSITIONS**
- **LABORER (PERMANENT INTERMITTENT) – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/HUNGRY VALLEY DISTRICT**
- **MAINTENANCE MECHANIC – SANTA CRUZ DISTRICT/MOUNTAINS SECTOR**
- **OFFICE TECHNICIAN (TYPING)(PERMANENT INTERMITTENT) – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/OCOTILLO WELLS DISTRICT**
- **OFFICE TECHNICIAN (TYPING)(PERMANENT INTERMITTENT) – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/OCOTILLO WELLS DISTRICT**

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

- **PERSONNEL SPECIALIST – ADMINISTRATIVE SERVICES DIVISION/PERSONNEL SERVICES SECTION/TRANSACTIONS UNIT/HEADQUARTERS/SACRAMENTO**
- **PERSONNEL SPECIALIST (PERMANENT INTERMITTENT) – ADMINISTRATIVE SERVICES DIVISION/PERSONNEL SERVICES SECTION/TRANSACTIONS UNIT/HEADQUARTERS/SACRAMENTO**
- **SENIOR ENVIRONMENTAL SCIENTIST – DIABLO VISTA DISTRICT**
- **SENIOR LAND SURVEYOR – ACQUISITION AND DEVELOPMENT DIVISION/ACQUISITION AND REAL PROPERTY SERVICES/SACRAMENTO**
- **SKILLED LABORER – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/HOLLISTER HILLS DISTRICT**
- **SKILLED LABORER (PERMANENT INTERMITTENT) – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/HOLLISTER HILLS DISTRICT**
- **STAFF COUNSEL – EXECUTIVE DIVISION/LEGAL OFFICE/HEADQUARTERS/SACRAMENTO**
- **STAFF PARK AND RECREATION SPECIALIST – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/TWIN CITIES DISTRICT**
- **STAFF SERVICES MANAGER III – ADMINISTRATIVE SERVICES DIVISION/BUSINESS MANAGEMENT SERVICES SECTION/HEADQUARTERS/SACRAMENTO**
- **STATE HISTORIAN II/STATE HISTORIAN I – OFFICE OF HISTORIC PRESERVATION DIVISION/LOCAL GOVERNMENT UNIT/HEADQUARTERS/SACRAMENTO**
- **STATE PARK EQUIPMENT OPERATOR – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/HOLLISTER HILLS DISTRICT**
- **STATE PARK EQUIPMENT OPERATOR – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/HUNGRY VALLEY DISTRICT**
- **STATE PARK EQUIPMENT OPERATOR (PERMANENT INTERMITTENT) – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/HUNGRY VALLEY DISTRICT**

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- **STATE PARK INTERPRETER III – SAN LUIS OBISPO COAST DISTRICT/MUSEUM SECTOR**
- **WATER AND SEWAGE PLANT SUPERVISOR – MARIN DISTRICT**
- **WATER AND SEWAGE PLANT SUPERVISOR – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/HOLLISTER HILLS DISTRICT**

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*The following vacancies are offered as advertisement to candidates that are current or eligible for reinstatement as a PC 830.2, California State Peace Officer*

- **STATE PARK PEACE OFFICER SUPERVISOR (RANGER) – CHANNEL COAST DISTRICT/SANTA BARBARA SECTOR**
- **STATE PARK PEACE OFFICER SUPERVISOR (RANGER) – CHANNEL COAST DISTRICT/VENTURA SECTOR**
- **STATE PARK PEACE OFFICER SUPERVISOR (RANGER) – GOLD FIELDS DISTRICT/AUBURN SECTOR**
- **STATE PARK PEACE OFFICER SUPERVISOR (RANGER) – INLAND EMPIRE DISTRICT/CHINO SECTOR**
- **STATE PARK PEACE OFFICER SUPERVISOR (RANGER) – MARIN DISTRICT/ANGEL ISLAND STATE PARK**
- **STATE PARK SUPERINTENDENT II/STATE PARK SUPERINTENDENT I – CENTRAL VALLEY DISTRICT/SAN JOAQUIN SECTOR**
- **STATE PARK SUPERINTENDENT III/STATE PARK SUPERINTENDENT II – GOLD FIELDS DISTRICT/FOLSOM LAKE SECTOR**
- **STATE PARK SUPERINTENDENT III/STATE PARK SUPERINTENDENT II – SAN DIEGO COAST DISTRICT/NORTH SECTOR**

### WHO MAY APPLY

This Career Opportunity Bulletin is for **State employees and/or candidates with current civil service list eligibility and who meet this eligibility by the established final filing date.** Anyone eligible for a transfer, change in class, list appointment, training and development assignment, or reinstatement may be considered according to guidelines outlined in DAM 210.311-314.

Only the most qualified candidates will be selected for an interview. All appointments are subject to SROA provisions.

(For those classes in Units 10,14,15, and 21, this bulletin does not constitute the transfer process contained in the agreements with the State.)

#### UNIT 7 (California Statewide Law Enforcement Association – CSLEA)

Positions for voluntary geographic transfers will be filled in accordance with Article 16, section 16.9 of the Unit 7 collective bargaining agreement.

#### Unit 12 (International Union of Operating Engineers – IUOE)

Positions for voluntary geographic transfers will be filled in accordance with Article 17, sections 17.1-17.7 of the unit 12 collective bargaining agreement.

#### Unit 13 (International Union of Operating Engineers – IUOE)

Positions for voluntary geographic transfers will be filled in accordance with Article 14.1 of the unit 13 collective bargaining agreement.

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**549-070-4179-004**

**ACCOUNTANT TRAINEE (\$3240 - \$3751) – ADMINISTRATIVE SERVICES DIVISION/  
ACCOUNTING SERVICES SECTION/ TRAVEL AND REVOLVING FUND UNIT/  
HEADQUARTERS/SACRAMENTO**

The reporting location for this position is at Headquarters in Sacramento. This position will work under the direction of the Accounting Administrator I, Supervisor. The Travel and Revolving Fund Unit is responsible for auditing CalAters claims, relocation claims, American Express invoices, and Petty Cash and Change Funds. The incumbent will audit claims, coordinate and maintain change funds and/or petty cash funds, and resolve system related accounting/fiscal issues. Incumbents should have knowledge of CalStars and experience with CalAters. **State housing is not available.** For further information regarding this position, please contact Jalpa Dani at (916) 653-9933.

**549-683-4558-001**

**ADMINISTRATIVE OFFICER II (\$4622 - \$5576)/ADMINISTRATIVE OFFICER I (\$3207- \$4622)  
– SIERRA DISTRICT**

The reporting location for this position is at Sugar Pine Point State Park in Tahoma. This position will work under the direction of District Superintendent. This position serves as the District Administrative Chief and is a member of the District Core Management Team. The incumbent will work closely with the other Managers, and is responsible for all the areas of administration including Personnel, Fiscal, Contracts, and Reception while ensuring the highest level of customer service is attained by motivating staff and providing growth opportunities. A desirable qualification would include attention to detail, as this is highly critical due to the large number of funding sources. **State mobile home pad may be available.** For further information regarding this position, please contact Marilyn Linkem at (530) 525-7232 or [mlinkem@parks.ca.gov](mailto:mlinkem@parks.ca.gov)

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**549-021-5393-002, 003**

**ASSOCIATE GOVERNMENTAL PROGRAM ANALYST (\$4400 - \$5348) – EXTERNAL AFFAIRS DIVISION/HUMAN RIGHTS OFFICE/HEADQUARTERS/SACRAMENTO**

The reporting location for this position is at Headquarters in Sacramento. This position will work under the direction of the Manager of the Human Rights Office. The incumbent will be responsible for processing discrimination complaints; applying applicable laws, policies, and procedures during analysis of Equal Employment Opportunity (EEO) investigative reports; composing final case determination; performing duties in the capacity of an EEO Counselor and EEO Investigator; and coordinating and responding to regulatory agencies such as Department of Fair Employment and Housing (DFEH), Equal Employment Opportunity Commission (EEOC), and State Personnel Board (SPB). The incumbent will perform duties as training instructors and will assist with the development of training programs and materials. Extensive travel will be required. The incumbent is responsible for providing information and referral to public and internal inquiries related primarily to the discrimination complaint process, denial of reasonable accommodation, accessibility issues, and the Employee Mediation Program. The incumbent will be working with all levels within the Department so strong interpersonal and communication skills are desired. Strong writing skills are also desired due to the high volume of report writing and written correspondence. We are also looking for a candidate with the ability to deal with highly sensitive issues with respect to the confidentiality of our work. The challenge and variety of duties give the successful candidate an opportunity to enhance their skill sets. Training and Development Assignments will be considered. **State housing is not available.** For further information regarding this position, please contact Sedrick Mitchell at (916) 654-2144 or [Sedrick@parks.ca.gov](mailto:Sedrick@parks.ca.gov).

**549-915-2809-001**

**ASSOCIATE STATE ARCHAEOLOGIST (\$4409 - \$5318) – ANGELES DISTRICT/CHANNEL COAST DISTRICT**

The reporting location for this position is the Angeles District Headquarters at Malibu Creek State Park in Calabasas. This position will work under the direction of the Senior Environmental Scientist and offers an exciting and challenging opportunity to be an important member of the resources team. This position is responsible for management and protection of cultural resources in the district, which contains 14 park units, five of which are historic parks. The district has a high concentration of prehistoric sites and several National Register sites. The position will also assist in the management of cultural resources in the Channel Coast District. Duties also include environmental review, interpretation and public outreach, training and research. **State housing is not available.** For further information regarding this position, please contact Suzanne Goode (818) 880-0364.

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**549-940-2809-901**

**ASSOCIATE STATE ARCHAEOLOGIST (PERMANET INTERMITTENT)(\$25.44 - \$30.68) – COLORADO DESERT DISTRICT**

The reporting location for this position is the Colorado Desert District Office located in Borrego Springs. The position will work under the direction of the District Services Manager, Senior Park and Recreation Specialist. The incumbent will be responsible for the development, implementation and reporting for District archeological projects associated with cultural resource throughout District's six park units. Duties will include supervision and participation in field survey and site documentation, collections inventory and assessment, report preparation and volunteer training. This position may work up to 1500 hours per year. **State housing is not available.** For further information regarding this position, please contact Gail Sevrens at (760) 767-4037.

**549-084-2714/2809-002**

**ASSOCIATE STATE ARCHEOLOGIST (\$4409 - \$5318)/ASSISTANT STATE ARCHEOLOGIST (\$2817 - \$4199) – OFFICE OF HITORIC PRESERVATION DIVISION/ REVIEW AND COMPLIANCE UNIT/HEADQUARTERS/SACRAMENTO – TWO POSITIONS**

The reporting location for these positions is at Headquarters in Sacramento. These positions will work under the direction of the Supervisor, Review and Compliance Unit. The incumbents may also work throughout the Office of Historic Preservation. The incumbents are responsible for using expertise in the practice of archaeology and knowledge of pertinent laws and regulations to: Review, comment, or prepare documents that deal with cultural resources/historic property identification, evaluation and treatment, and recommend to customers of the Office of Historic Preservation management actions and regulatory steps that may assist in preserving or otherwise addressing historic properties. This is a challenging job that requires excellent writing and organizational skills, as well as the ability to analyze data and effectively present ideas orally and in writing, and to work independently and cooperatively with others. **The incumbents must meet the Secretary of the Interior's Professional Qualifications Standards (see <http://www.nps.gov/history/local-law/archstnds 9.htm>).** **State housing is not available.** For further information regarding these positions, please contact Susan Stratton at (916) 445-7023 or [sstratton@parks.ca.gov](mailto:sstratton@parks.ca.gov)



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**549-820-0760-002**

**ENVIRONMENTAL PROGRAM MANAGER I (\$6939 - \$7650) – NATURAL RESOURCES  
DIVISION/HEADQUARTERS/SACRAMENTO**

The reporting location for this position is at Headquarters in Sacramento. This position will work under the direction of the Natural Resources Division Chief. This challenging and rewarding position will be responsible for guiding and administering some of the department's major natural resource management programs, providing system-wide technical services, and developing policies for department-wide natural resources protection, restoration and management. As a program manager, the incumbent is charged with ensuring that system-wide program objectives are met, proper procedures are maintained, and programs are fiscally accountable. **State housing is not available.** For further information regarding this position, please contact Jay Chamberlin at (916) 653-9425 or [jchamberlin@parks.ca.gov](mailto:jchamberlin@parks.ca.gov).

**549-727-0762-001**

**ENVIRONMENTAL SCIENTIST (\$3077 - \$5711) – MONTEREY DISTRICT/ASILOMAR  
SECTOR**

The reporting location for this position is the Asilomar Park Office in Pacific Grove. This position will work under the direction of the Senior Environmental Scientist. The Asilomar Sector includes Monterey State Historic Park and Asilomar State Beach and Conference Grounds. The incumbent will perform a wide variety of appropriated duties and project for the Natural Resource Program in Asilomar Sector including, but not limited to, Exotic Plant Control, Re-vegetation, Animal Habitat Protection/Restoration, and Animal Control. **State Housing is not available.** For further information regarding this position, please contact Tom Moss at (831) 649-2854 or [tmoss@parks.ca.gov](mailto:tmoss@parks.ca.gov).

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**549-065-9535-901**

**LABOR RELATIONS SPECIALIST (\$5079 - \$6127) – ADMINISTRATIVE SERVICES  
DIVISION/LABOR RELATIONS SECTION/HEADQUARTERS/SACRAMENTO**

The reporting location for this position is at Headquarter in Sacramento. This position will work under the direction of the Labor Relations Manager I. The incumbent will independently perform the full range of the more responsible and complex analysis related to labor management relations. The incumbent will be responsible for the administration of Memorandums of Understanding for multiple Bargaining Units, meets and confers with delegated authority from Department of Personnel Administration, grievance responses at the department level, provides training, and a variety of analytical tasks and projects related to labor relations. Travel is required. The incumbent should possess knowledge of the Ralph C. Dills Act, knowledge and experience with grievances responses, knowledge of the Department of Personnel Administration. The ability to organize and establish workload priorities and work well under pressure, ability to exercise initiative and flexibility, and work effectively both independently and cooperatively with others, effectively communicate, both orally and in writing, and the ability to reason well and use good judgment, dependable, punctual, with an excellent attendance record, and knowledge of modern office methods and equipment, including experience with personal computers utilizing Microsoft Outlook, Word, Excel PowerPoint, etc. is desired. **State housing is not available.** For further information regarding this position, please contact Robert Bonner at (916) 653-6773 or [rbonner@parks.ca.gov](mailto:rbonner@parks.ca.gov)

**549-802-6223-902**

**LABORER (PERMANENT INTERMITTENT)(\$15.50 - \$17.74) – FACILITIES MANAGEMENT  
DIVISION/UNPAVED ROADS AND TRAILS PROGRAM/HEADQUARTERS/SACRAMENTO –  
TWO POSITIONS**

The reporting location for these positions is at Headquarters in Sacramento, with extensive travel and long term project coordination at any State Park. These positions will provide daily support to CCC crews in trail and road construction and maintenance and resource maintenance activities. The incumbents' work will include heavy manual labor, extensive walking to and from work sites, hot summer temperatures, cold winter conditions including work in the rain and snow conditions, and work in high altitude, desert and coastal environments. The work schedule for these positions is Monday through Friday from 8:00 am to 4:30 pm, with remote work locations of 8 or 10 work day assignments. Overnight travel and spike camps are expected. These positions may work 1500 hours per year. **These positions require a Basic 32 Wild-land Firefighting Certificate; please provide proof of eligibility with application. State housing is not available.** For further information regarding these positions, please contact Lorraine Turner at (530) 523-3024.

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

**549-252-6223-902**

**LABORER (PERMANENT INTERMITTENT)(\$15.50 - \$17.74) – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/HUNGRY VALLEY DISTRICT**

The reporting location for this position is at the Hungry Valley District Office located in Gorman. The incumbent should be enthusiastic, flexible, and have the physical agility and capability to carry out a variety of unskilled maintenance tasks. The incumbent's responsibilities include, but are not limited to, facilities maintenance, resource protection, fence repair and installation, maintenance, construction, erosion control projects, brush and tree removal and special project as needed. The work schedule for this position will require working weekends, holidays and as operationally required. **A valid California Class "C" Driver's License is required.** This position may work up to 1500 hours per year. **State housing is not available.** For further information regarding this position, please contact Aubrey Thomas (661) 248-7010.

**549-716-6940-002**

**MAINTENANCE MECHANIC (\$3835 - \$4417) SANTA CRUZ DISTRICT/MOUNTAINS SECTOR**

The reporting location for this position is the Big Basin Redwoods State Park Waste Water Treatment Plant in Santa Cruz. The incumbent will be responsible for but not limited to projects pertaining to Water and Waste Water operation. This position must be highly skilled in electrical, have an understanding of pumps, and be able to develop and maintain a preventative program for all equipment in the water and waste water systems. The work schedule for this position will be Monday through Friday from 7:00 am to 3:30 pm. **This position requires possession of a valid T2 Water Treatment Certificate; please provide proof of eligibility with application. State housing may be available.** Training and Development assignments may be considered. For further information regarding this position, please contact Rachel Arias at (831) 335-6311 or [rarias@parks.ca.gov](mailto:rarias@parks.ca.gov).

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**549-257-1139-902**

**OFFICE TECHNICIAN (TYPING)(PERMANENT INTERMITTENT)(\$15.50 - \$18.83) – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/OCOTILLO WELLS DISTRICT**

The reporting location for this position is the Ocotillo Wells District Ranger Station located in Borrego Springs. This position will work under the direction of the State Park Peace Officer Supervisor (Ranger). This is an opportunity to work in a beautiful desert environment and become a member of a great District team. The incumbent's duties will include, but are not limited to, accounting and fiscal reports and reconciliation, and administrative support. The incumbent will be responsible for collecting, filing and dispersing of Law Enforcement and Emergency Services (LEES) reports to outside agencies and to courts from two counties; processing court subpoenas and gathering all related documentation for subpoenaed officers; and maintaining the LEES database for criminal and medical incidents. The incumbent will also be responsible for processing all purchasing documents including Purchasing Authority Purchase Orders (PAPOs), DPR 285s-Agreement for Services Checklist/Transmittal, and CalCards for LEES, as well as preparing Reports of Corrections (ROCs) and deposit slips. **State housing is not available.** For further information regarding this position, please contact Norb Rumke at (760) 767-0156 or [nrumke@parks.ca.gov](mailto:nrumke@parks.ca.gov)

**549-555-1139-902**

**OFFICE TECHNICIAN (TYPING) (PERMANENT INTERMITTENT) (\$15.50 - \$18.83) OCOTILLO WELLS DISTRICT/OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION**

The reporting location for this position is the Ocotillo Wells District Maintenance Shop in Borrego Springs. This position will work under the direction of the Maintenance Chief II. This is an opportunity to work in a beautiful desert environment and become a member of a great District team. The incumbent's duties will include, but are not limited to, providing clerical support to the Park Maintenance Chief II, Maintenance Supervisor (Trails Crew), Heavy Equipment Mechanics, and the State Park Equipment Operators. The incumbent shall be familiar with protocol, procedures, policies and regulations pertaining to the California State Parks. This position is responsible for general office work that will utilize all levels of clerical support skills, including use of Microsoft Office, in the areas of accounting and clerical functions. The incumbent will be responsible for processing all purchasing documents such as Purchasing Authority Purchase Orders (PAPOs), DPR 285s - Agreement for Services Checklist/Transmittal, CalCards for the Auto Shop and the Trails Crew; maintain the Computerized Asset Management Program (CAMP) database for all the district vehicles and equipment, including input of the monthly Vehicle Usage Reports (VURs); and should have a working knowledge of the Management Program 2 (MP2) database and the Fuel Card Reader (AFC) database systems. **State housing is not available.** For further information regarding this position, please contact Glyne Johnson at (760) 767-1262 or [gjohnson@parks.ca.gov](mailto:gjohnson@parks.ca.gov).

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**549-066-1303-013**

**PERSONNEL SPECIALIST (\$2602 - \$4067) – ADMINISTRATIVE SERVICES DIVISION/  
PERSONNEL SERVICES SECTION/TRANSACTIONS UNIT/ HEADQUARTERS/  
SACRAMENTO**

The reporting location for this position is at Headquarters in Sacramento. This position will work under the direction of the Personnel Supervisor I/II. The incumbent performs personnel transactions work for an assigned group of reporting units. The experienced and fully trained incumbent acts independently in evaluating and processing various complex and sensitive personnel transactions in compliance with applicable bargaining unit, contract/MOU language, departmental policies and procedures, DPA/SPB/SCO laws and rules. Duties include, but are not limited to, reviewing appointment documents for completeness; obtains missing documents from client; determining eligibility for reinstatements, transfers, and list appointments; determining appropriate salary and probationary codes; keying various types of employee information, leave data and payroll actions into the appropriate automated data bases. Determines benefit eligibility requirements and rules that apply to various time bases, contracts or MOUs; reviewing separation forms; and works closely with accounting to ensure all clearances are obtained before an employee separates from the Department. The incumbent also reviews attendance reports; audits leave usage; researches and resolves discrepancies; makes corrections to CLAS data base to ensure accuracy; reconciles and certifies payroll monthly; reviews PAR and payroll documents to ensure accuracy; researches and resolves pay issues; establishes or modifies accounts receivables and garnishments; processes salary advances and requests for lost or destroyed warrants; researches and evaluates personnel transaction as requested by the supervisor and makes appropriate recommendations and attends training classes for personal and professional development, participates in information sharing meetings, and completes special projects as assigned. Candidates should have previous personnel experience (Transactions is highly desirable), be highly motivated, independent, and customer service focused; have initiative, time management, and detail-oriented skills; be able to communicate effectively both orally and in writing; demonstrate good judgment when interaction with the public and professional staff; ability to work under pressure and perform multiple tasks with accuracy, precision and neatness. Must work effectively with all levels of staff; have excellent computer skills; have excellent attendance, and have a desire for personal and professional development. Only the most qualified candidates will be scheduled for an interview. **State housing is not available.** For further information regarding this position, please contact Keren Yowell at (916)-653-6644

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**549-066-1303-902**

**PERSONNEL SPECIALIST (PERMANENT INTERMITTENT)(\$15.01 - \$23.46/HOUR) –  
ADMINISTRATIVE SERVICES DIVISION/ PERSONNEL SERVICES SECTION/  
TRANSACTIONS UNIT/ HEADQUARTERS/ SACRAMENTO**

The reporting location for this position is at Headquarters in Sacramento. This position will work under the direction of the Personnel Supervisor I/II. The incumbent performs personnel transactions work for an assigned group of reporting units. The experienced and fully trained incumbent acts independently in evaluating and processing various complex and sensitive personnel transactions in compliance with applicable bargaining unit, contract/MOU language, departmental policies and procedures, DPA/SPB/SCO laws and rules. Duties include, but are not limited to, reviewing appointment documents for completeness; obtains missing documents from client; determining eligibility for reinstatements, transfers, and list appointments; determining appropriate salary and probationary codes; keying various types of employee information, leave data and payroll actions into the appropriate automated data bases. Determines benefit eligibility requirements and rules that apply to various time bases, contracts or MOUs; reviewing separation forms; and works closely with accounting to ensure all clearances are obtained before an employee separates from the Department. The incumbent also reviews attendance reports; audits leave usage; researches and resolves discrepancies; makes corrections to CLAS data base to ensure accuracy; reconciles and certifies payroll monthly; reviews PAR and payroll documents to ensure accuracy; researches and resolves pay issues; establishes or modifies accounts receivables and garnishments; processes salary advances and requests for lost or destroyed warrants; researches and evaluates personnel transaction as requested by the supervisor and makes appropriate recommendations and attends training classes for personal and professional development, participates in information sharing meetings, and completes special projects as assigned. Candidates should have previous personnel experience (Transactions is highly desirable), be highly motivated, independent, and customer service focused; have initiative, time management, and detail-oriented skills; be able to communicate effectively both orally and in writing; demonstrate good judgment when interaction with the public and professional staff; ability to work under pressure and perform multiple tasks with accuracy, precision and neatness. Must work effectively with all levels of staff; have excellent computer skills; have excellent attendance, and have a desire for personal and professional development. Only the most qualified candidates will be scheduled for an interview. This position may work up to 1500 hours per year. **State housing is not available.** For further information regarding this position, please contact Keren Yowell at (916)-653-6644.

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**549-660-0764-001**

**SENIOR ENVIRONMENTAL SCIENTIST (\$5450 - \$6578) – DIABLO VISTA DISTRICT**

The reporting location for this position is at the Diablo Vista District Headquarters in Petaluma. This position works under the supervision of the Senior Park and Recreation Specialist. The Diablo Vista District is a complex and diverse district that spans over six counties and job tasks will be undertaken over this large geographic area. The incumbent's duties include identification and prioritization of the most difficult resource management issues, as well as project management, defensive planning, grant proposal development, and CEQA compliance. The incumbent will manage a wide variety of resource programs including the on-going Category H Natural Resource Maintenance activities and MAXIMO entries. **State housing is not available.** For further information regarding this position, please contact Danita Rodriguez at (707) 769-5665x224 or [drodriguez@parks.ca.gov](mailto:drodriguez@parks.ca.gov)

**549-890-3049-001**

**SENIOR LAND SURVEYOR (\$7377 - \$8965) – ACQUISITION AND DEVELOPMENT DIVISION/ACQUISITION & REAL PROPERTY SERVICES SECTION/SACRAMENTO**

The reporting location for this position is in Sacramento. This position will work under the direction of the Division Chief, Acquisition and Real Property Services. The incumbent will supervise statewide surveying activities and ownership records for the Department throughout the State. The incumbent prepares, revises, and updates land ownership records, and participates and directs others in the most complex survey projects and interpretation of complex ownership/title matters and works closely with legal staff from the Department and Attorney General's office. Only the most qualified candidates will be interviewed. **State housing is not available.** For further information regarding this position, please contact Adrien Contreras at (916) 445-8751.

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

**549-250-6212-001**

**SKILLED LABORER (\$3051 - \$3505) – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/HOLLISTER HILLS DISTRICT**

The reporting location for this position is at Hollister Hills State Vehicular Recreation Area (SVRA) in Hollister. This position participates in performing semi-skilled and skilled tasks and duties necessary to maintain the roads and trails in an Off Highway Motor Vehicle Recreation Area. The incumbent's responsibilities will include facilities maintenance, resource protection, fence installation and repair, trail maintenance and construction, erosion control projects, and brush and tree removal. This position will perform minor maintenance and repair of small powered equipment, vehicles and hand tools, and will be responsible for maintaining vehicle and equipment logs. The work schedule for this position is Monday through Friday 7:00 am – 3:30 pm. **State housing is not available.** For further information regarding this position please contact Bruce Meyer at (831) 637-8205.

**549-550-6212-902**

**SKILLED LABORER (PERMANENT INTERMITTENT) (\$17.60 - \$20.22/HOUR) –OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/HOLLISTER HILLS DISTRICT**

The reporting location for this position is the Hollister Hills District located in Hollister. This position may require travel to other locations within California as requested by the OHV Division Office. This position participates in performing the semi-skilled and skilled tasks and duties necessary to maintain the roads and trails in an Off-Highway Motor Vehicle Recreation Area. The incumbent's responsibilities will include facilities maintenance, resource protection, fence installation and repair, trail maintenance and construction, erosion control projects, and brush and tree removal. This position will perform minor maintenance and repair of small powered equipment, vehicles and hand tools, and will be responsible for maintaining vehicle and equipment logs. This position may work up to 1500 hours per year. **State housing is not available.** For further information regarding this position please contact Jared Ashton at (831) 638-3388 or [jashton@parks.ca.gov](mailto:jashton@parks.ca.gov)



*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

**549-025-5778-002**

**STAFF COUNSEL (\$4674 - \$7828) – EXECUTIVE DIVISION/LEGAL OFFICE/  
HEADQUARTERS/SACRAMENTO**

The reporting location for this position is at Headquarters in Sacramento. This position will work under the direction of the Chief Counsel. The Department of Parks and Recreation is seeking an attorney to become involved with a seven attorney legal office and provide solutions and advice to challenging legal problems and questions. The office is responsible for providing a broad range of legal services to the executive staff, the many operating entities and park units under the jurisdiction of the Department of Parks and Recreation, and its administrative support functions. Such legal services consist of, without limitations, consultation, advice and assistance with real property matters, public contract, operating and cooperative agreements, environmental and other regulatory compliance requirements, and litigation matters handled by the State Park System. **State housing is not available.** For further information regarding this position, please contact Ann Malcolm at (916) 653-9905.

**549-558-1088-001**

**STAFF PARK AND RECREATION SPECIALIST (\$5312 - \$6409) – OFF-HIGHWAY MOTOR  
VEHICLE RECREATION (OHMVR) DIVISION/TWIN CITIES DISTRICT**

The reporting location for this position is at the Twin Cities District Office located in Rancho Cordova. This position will work under the direction of the District Superintendent. The incumbent will serve as the District's defensive planner and will also oversee the District's environmental evaluation and permitting processes in addition to General Plan and Environmental Impact Report (EIR) projects. The incumbent will oversee and help coordinate trail management and resource entries in the CAMP program. This is an exciting opportunity for a highly motivated leader. The District is starting a General Plan/EIR review at two parks in the District that have recent acquisitions. The incumbent will need to possess excellent public relations skills as well as feel comfortable in making presentations and representing the District before a variety of governmental and administrative organizations. The incumbent will need to be able to function at a very high level in an environment that is often politically sensitive. **State housing is not available.** For further information regarding this position, please contact Bob Williamson at (916) 985-8521 or [rwilliamson@parks.ca.gov](mailto:rwilliamson@parks.ca.gov).

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

**549-074-4802-001**

**STAFF SERVICES MANAGER III (\$6779 - \$7474) – ADMINISTRATIVE SERVICES DIVISION/  
BUSINESS MANAGEMENT SERVICES SECTION/HEADQUARTERS/SACRAMENTO**

The reporting location for this position is at Headquarters in Sacramento. This position will work under the direction of the Assistant Deputy Director, Administrative Services. This position offers the opportunity to work in a team environment dedicated to the mission of the Department of Parks and Recreation. The incumbent will provide management oversight of the Business Management Services Section (BMS) in support of the Department's core program elements of resource protection, public safety, facilities, education/interpretation, and recreation. The Business Management Services Section is responsible for asset management, various business services functions, telecommunications administration, and contract/procurement services. The incumbent must possess the ability to institute and maintain an atmosphere of high quality customer service while leading a team of professional staff in the business services support to over 2,700 employees statewide. Excellent analytical, verbal/written communication, staff development skills and creative problem solving skills are required, along with the ability to effectively interact with staff at all organizational levels. Some travel to field offices may be required. Applications will be screened and only the most qualified candidates will be considered. **State housing is not available.** For further information regarding this position, please contact Lynn Black at (916) 653-0528 or [lblack@parks.ca.gov](mailto:lblack@parks.ca.gov).

**549-084-2800/2801-901**

**STATE HISTORIAN II (\$4409 - \$5358)/STATE HISTORIAN I (\$3495 - \$4248) – OFFICE OF  
HISTORIC PRESERVATION DIVISION/LOCAL GOVERNMENT UNIT/HEADQUARTERS/  
SACRAMENTO**

The reporting location for this position is at Headquarters in Sacramento. This position will work under the direction of the Supervisor, Local Government Unit. The incumbent may also work throughout the Office of Historic Preservation. The incumbent is responsible for using expertise in the practice of history and knowledge of pertinent law and regulation to carry out programs and activities related to the California Environmental Quality Act, including reviewing and commenting on documents; provide education and outreach materials and training for city and county government officials, state and federal representatives, preservation professionals and the public at large; assist with coordination and administering the Certified Local Government programs; and coordinate the office's role in the Main Street and Preserve America programs. This is a challenging job that requires excellent writing and organizational skill, as well as the ability to analyze data and effectively present ideas orally and in writing, and to work independently and cooperatively with others. **The incumbent must meet the Secretary of the Interior's Professional Qualification Standards (see [http://www.nps.gov/history/local-law/arch\\_stnds\\_9.htm](http://www.nps.gov/history/local-law/arch_stnds_9.htm)).** **State housing is not available.** For further information regarding this position, contact Lucinda Woodward at (916) 445-7028 or [lwoodward@parks.ca.gov](mailto:lwoodward@parks.ca.gov)

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

**549-250-6389-002**

**STATE PARK EQUIPMENT OPERATOR (\$3906 - \$4497) – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/HOLLISTER HILLS DISTRICT**

The reporting location for this position is at the Hollister Hills State Vehicular Recreation Area (SVRA) in Hollister. We are looking for a dependable team player who is enthusiastic about becoming an integral member of our maintenance staff. The incumbent will operate a variety of heavy equipment and transport vehicles, and is responsible for the maintenance and repairs of the track, trails and roadways at Hollister Hills District, as well as assisting with a wide variety of resource projects. **Possession of a valid California Class "A" Commercial Driver's license is required. Please provide proof of eligibility with application. This position is subject to the Federal Drug and Alcohol Testing Program.** The incumbent's work schedule will be Monday through Thursday from 7:00 am to 5:30 pm. **State Housing is not available.** For further information regarding this position, please contact Bruce Meyer at (831) 637-8205 or [bgmeyer@parks.ca.gov](mailto:bgmeyer@parks.ca.gov)

**549-252-6389-902**

**STATE PARK EQUIPMENT OPERATOR (PERMANENT INTERMITTENT)(\$22.54 - \$25.95/HOUR) – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/HUNGRY VALLEY DISTRICT**

The reporting location for this position is the Hungry Valley District Office located in Gorman. The incumbent should be a dependable team player who is flexible, self-starting, and enthusiastic. Responsibilities will include track maintenance of the Quail Canyon Motocross as well as its surrounding area, maintenance and repairs for 130 miles of off-highway roads and trails at this 20,000 acre State Vehicular Recreation Area when needed. The work schedule for this position will require working weekends, holidays and as operationally needed. **This position requires possession of a valid California Class "A" Commercial Driver's license. Please provide proof of eligibility with application. This position is subject to the Federal Drug and Alcohol Testing program.** This position may work up to 1500 hours per year. **State housing is not available.** For further information regarding this position, please contact Aubrey Thomas (661) 248-7010.

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**549-742-2828-001**

**STATE PARK INTERPRETER III (\$4837 - \$5835) – SAN LUIS OBISPO COAST DISTRICT/MUSEUM SECTOR**

The reporting location for this position is the Hilltop Operation Center office in San Simeon. This position will work under the direction of the Museum Director. The incumbent's primary responsibility will be to supervise and lead permanent, permanent intermittent and seasonal employees, and accomplishing the interpretive program at Hearst Castle and within the Museum Sector, including daily guided tour operations and the management of the ticket office. The incumbent will work closely with other core programs throughout the District to accomplish the Department's mission. Supervision and organizational skills are needed for this challenging position. The work schedule for this position will be Monday through Friday from 8:00 am to 4:30 pm. **State Housing is not available.** For further information regarding this position, please contact Hoyt Fields at (805) 927-2075 or [Hfields@hearthcastle.com](mailto:Hfields@hearthcastle.com).

**549-655-5067-001**

**WATER AND SEWAGE PLANT SUPERVISOR (\$4924) – MARIN DISTRICT**

The reporting location for this position is the Samuel P. Taylor State Park Maintenance Shop, and may also report to other locations, including Angel Island State Park. The incumbent will be responsible for direct operation, repair, paperwork administration and maintenance to ensure compliance with State and Local health regulations of sewer treatment plants and numerous small and medium size drinking water sewer treatment and distribution systems located with the Marin Sector. The Marin Sector System operations consist of, Sewage: 2 fully certified grade II sewer plants at two different park units; 11 lift-stations; 3 miles of force mains; 4.5 miles of gravity mains; and 3 huge force main sewer plant leach fields. The incumbent also oversees approximately 40 common septic tanks and leach-fields or more. The Marin Sector operations also include for drinking water: 3 full certified grade II drinking water plants; 9 wells and numerous spring/lateral wells; approximately 25 miles or more of drinking water distribution lines; and purchase of water from 5 different municipalities. The incumbent will also travel to and from Angel Island State Part often to provide coverage at that location. Angel Island State Park systems operations consist of, sewage: multiple lift-stations, septic tanks and grade II sewage treatment plant; distributions lines. **The position requires possession of a Grade II Water Treatment Operator Certificate, Grade II Distribution Certificate, and a Grade II Wastewater Operator Certificate. Please provide proof of eligibility with application.** The incumbents holding two of the three certificates will be considered for this position. TAU appointments will be considered for incumbent's holding all three Grade II Certificates. Limited-term, or Training and Development Assignments may be considered for incumbent's holding at minimum a Grade I Water or Distribution Certificate, while they work on obtaining required certification. Possession of a California Class "A" or "B" Commercial Driver's License is desired. The work schedule for this position is Sunday through Thursday from 7:30 am to 4:30 pm. **State housing may be available. The incumbent will serve as a boat crew member on Angel Island and is subject to Federal Drug Testing requirements including pre-employment drug screening and random drug testing.** For further information regarding this position, please contact Lorrie Thomas-Dossett at (707) 769-5652 x 218 or [ldoss@parks.ca.gov](mailto:ldoss@parks.ca.gov).

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

**549-556-6723-001**

**WATER AND SEWAGE PLANT SUPERVISOR (\$4924) – OFF-HIGHWAY MOTOR VEHICLE RECREATION (OHMVR) DIVISION/HOLLISTER HILLS DISTRICT**

The reporting location for this position is the Maintenance Shop at Hollister Hills State Vehicular Recreation Area (SVRA) located in Hollister. We are looking for a dependable team player who is enthusiastic about becoming an integral member of our maintenance staff. This position is responsible for the operation, maintenance, and administration of the water and sewage collection, treatment and distribution systems throughout the Hollister Hills District. The incumbent will provide leadership and training to maintenance workers both permanent and seasonal. The work schedule for this position is Monday through Friday from 7:00 am to 3:30 pm, and may be required to work weekends and holidays as operationally needed. An alternate work week schedule such as 4/10/40 or 9/8/80 may be considered. **This position requires a valid Grade 2 Water Treatment Certificate. Please provide proof of eligibility with application. State housing may be available.** For further information, please contact Bruce Meyer at (831) 637-8205 or [bgmeyer@parks.ca.gov](mailto:bgmeyer@parks.ca.gov).

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*The following vacancies are offered as advertisement to candidates that are current or eligible for reinstatement as a PC 830.2, California State Peace Officer*

**548-912-0980-001**

**STATE PARK PEACE OFFICER SUPERVISOR (RANGER)(\$4590 - \$6078) – CHANNEL COAST DISTRICT/SANTA BARBARA SECTOR**

The reporting location for this position is the Santa Barbara Sector Office at Refugio State Beach. This position works under the direction of the Sector Superintendent. This position is assigned to the Santa Barbara Sector which includes Gaviota State Park, Refugio State Beach, El Capitan State Park and Painted Gave State Historic Park. The Channel Coast District is looking for a highly motivated, creative and innovative individual. Desirable qualities include experience working with local community representatives, energy and enthusiasm for high quality interpretation and resource protection, an active approach to public safety with strong leadership skills and commitment to the generalist ranger tradition. Incumbents eager to excel in all facets of a very active operation, and who are prepared to work closely with maintenance, aquatics, administrative staff and volunteers, will do well in this assignment and establish a solid foundation for their career growth. **State housing may be available.** For further information regarding this position, please contact Dan Falat at (805) 712-4800.

**548-914-0980-001**

**STATE PARK PEACE OFFICER SUPERVISOR (RANGER)(\$4590 - \$6078) – CHANNEL COAST DISTRICT/VENTURA SECTOR**

The reporting location for this position is the Ventura Sector Office located at Carpinteria State Beach. This position will work under the direction of the Ventura Sector Superintendent. This position is assigned to the Carpinteria State Beach which includes Rincon Point Costal Access. Desirable qualities include experience working with local community representatives, energy and enthusiasm for high quality interpretation and resource protection, an active approach to public safety with strong leadership skills and a commitment to the generalist ranger tradition. Incumbents eager to excel in all facets of a very active unit operation, and who are prepared to work closely with maintenance, aquatics and administrative staff and volunteers, will do well in this assignment and establish a solid foundation for their career growth. **State housing is not available.** For further information regarding this position, please contact Eric Hjelstrom at (805) 331-2740.

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**548-691-0980-001**

**STATE PARK PEACE OFFICER SUPERVISOR (RANGER)(\$4590 - \$6078) – GOLD FIELDS DISTRICT/AUBURN SECTOR**

The reporting location for this position is the Auburn Sector Office located in Auburn. This position will work under the direction of the Sector Superintendent. The incumbent will be responsible for providing response in emergency/law enforcement situations and public assistance to park visitors as needed. The incumbent will also supervise accident scenes as appropriate, render first aid and ensure that injured parties are treated in accordance with Department policy and protocols. The duties will also require the incumbent to provide direction to State Park Peace Officer (Rangers) during citations and/or arrests and this position will also be the direct supervisory liaison for various community organizations, associations and volunteer groups. The incumbent will participate in the preparation of monthly and daily work schedules; evaluate subordinates; assist with career planning, training requests and other personnel matters as requested. **State housing is not available.** For further information regarding this position, please contact Mike Lynch at (530) 823-4173.

**548-951-0980-001**

**STATE PARK PEACE OFFICER SUPERVISOR (RANGER)(\$4590 - \$6078) – INLAND EMPIRE DISTRICT/CHINO SECTOR**

The reporting location for this position is the Chino Sector Office located in Riverside. This position will work under the direction of the Sector Superintendent. This position supervises visitor service operations in California Citrus State Historic Park and Chino Hills State Park, and works closely with sector staff on resource management, interpretation, and facility maintenance. Law enforcement, public safety, volunteer management and cooperating association liaison are assignments of this position. The ability to work successfully with neighboring agencies and interest groups is also necessary. Interest in historic and natural/open space parks is beneficial. An EMR, Firearms, and/or DT Instructor is highly desired. **State housing may be available.** For further information regarding this position, please contact Kelly Elliott at (951) 789-1278 or [kelliott@parks.ca.gov](mailto:kelliott@parks.ca.gov).

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**548-656-0980-001**

**STATE PARK PEACE OFFICE SUPERVISOR (RANGER)(\$4590 - \$6078) – MARIN DISTRICT/ANGEL ISLAND SECTOR**

The reporting location for this position is the Visitor Center in Ayala Cove on Angel Island State Park. The position will work under the direction of the Sector Superintendent. The incumbent will be responsible for the Visitor Services operations at Angel Island State Park. The incumbent should possess a solid foundation as a generalist ranger, strong leadership with good interpersonal communication skills, and a desire to work as a team with the Maintenance Chief and Staff. This position provides leadership, coordination, and evaluation to maintain high quality interpretive programs and develops resource management projects in conjunction with District Resources Staff. The incumbent should possess a strong interest in community outreach and interpretation. This is a great opportunity to work at a unique park in the middle of the San Francisco Bay. **State housing may be available.** For further information regarding this position, please contact Amy Brees at (415) 435-3149 or [abrees@parks.ca.gov](mailto:abrees@parks.ca.gov).

**548-739-0976/0978-001**

**STATE PARK SUPERINTENDENT II (\$5525 - \$7330)/STATE PARK SUPERINTENDENT I (\$5031 - \$6676) – CENTRAL VALLEY DISTRICT/SAN JOAQUIN SECTOR**

The reporting location for this position is the San Joaquin Sector Office located in Friant. This position will work under the direction of the Central Valley District Superintendent. The incumbent will serve as the San Joaquin Sector Superintendent, which includes Millerton Lake State Recreation Area (SRA), Wassama Round House State Historic Park, the State Mining and Mineral Museum and the Kechaye Cultural Preserve. The Sector Superintendent provides efficient public service and leadership within budgetary constraints and Departmental guidelines and procedures, and is responsible for overseeing and managing all aspects of the Sector operations including, but not limited to, budgeting, expenditures, personnel, visitor services, law enforcement, facilities, natural and cultural resources, interpretation and education, concessions and reservation, real property, and public relations. This position coordinates policy and decisions making with various entities and interest groups. This position may be downgraded for recruitment purposes. **State housing is not available.** For further information regarding this position, please contact Jess Cooper at (209) 536-5931 or [jcoop@parks.ca.gov](mailto:jcoop@parks.ca.gov)



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**548-696-0794-001**

**STATE PARK SUPERINTENDENT III (\$6360 - \$8438)/STATE PARK SUPERINTENDENT II (\$5525 - \$7330) – GOLD FIELDS DISTRICT/FOLSOM LAKE SECTOR**

The reporting location for this position is the Folsom Sector Office located in Folsom. This position will work under the direction of the District Superintendent. The incumbent is responsible for the overall management of the Folsom Sector of Gold Fields District and all of its components including, but not limited to, Sector administrative operation, resource management, real property, visitor and aquatic services, and technical services programs. This position oversees the Sector's concession management program and works with Headquarters staff and appropriate District personnel to plan, develop and administer concessions to meet sector needs consistent with program policies. This position is also responsible for preparing and analyzing correspondence, notices, and orders related to sector and/or district operation. The incumbent should demonstrate a high standard of management and leadership to ensure conformance with departmental policies and procedures. This position may be downgraded for recruitment purposes. **State housing is not available.** For further information regarding this position, please contact Matt Green at (916) 988-0205.

**548-937-0974-001**

**STATE PARK SUPERINTENDENT III (\$6360 - \$8438)/STATE PARK SUPERINTENDENT II (\$5525 - \$7330) – SAN DIEGO COAST DISTRICT/ NORTH SECTOR**

The reporting location for this position is the North Sector Headquarters Office located in Carlsbad. The incumbent will work under the direction of the District Superintendent. The incumbent oversees the operation of the San Diego Coast District, North Sector including Carlsbad, South Carlsbad and San Elijo State Beaches, Torrey Pines State Beach and State Reserve, Ellen Browning Scripps Natural Preserve and Lo Penasquitos Marsh Nature Preserve and locally operated units Leucadia and Moonlight State Beaches. This position involves the management of a diverse staff, a large aquatics program, and two campgrounds in some of the most visited units of the State Park System. Interpersonal skills and the ability to thrive in a team setting involving all disciplines of State Parks will be elements to success in this position. It poses a unique challenge for an individual capable of successfully balancing a myriad of responsibilities and demands. This position may be downgraded for recruitment purposes. **State Housing is not available.** For further information regarding this position, please contact Clay Phillips at (619) 688-3260 or [cphillips@parks.ca.gov](mailto:cphillips@parks.ca.gov).

**\*\*\*\*\* EXAMINATIONS \*\*\*\*\***

The Department of Parks and Recreation has scheduled the following examinations.

Standard State applications (STD. 678) may be sent to:

Department of Parks and Recreation

Personnel Office

ATTENTION: EXAM UNIT

P.O. Box 942896

Sacramento, CA 94296-0001

**CLASS**

**FINAL FILING DATE**

**EXAM BASE**

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Classification: ACCOUNTANT TRAINEE

Recruitment number: 097500-00104179-9PB31

Final Filing Date: CONTINUOUS

Exam Base: MULTI DEPARTMENTAL OPEN

If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to [www.jobs.ca.gov](http://www.jobs.ca.gov)

Classification: ASSOCIATE GOVERNMENTAL PROGRAM ANALYST

Recruitment number: 097500-00105393-9PB04

Final Filing Date: CONTINUOUS

Exam Base: MULTI DEPARTMENTAL OPEN

If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to [www.jobs.ca.gov](http://www.jobs.ca.gov)

Classification: ENVIRONMENTAL SCIENTIST

Recruitment number: 097500-00100762-9PB01

Final Filing Date: CONTINUOUS

Exam Base: MULTI DEPARTMENTAL OPEN

If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to [www.jobs.ca.gov](http://www.jobs.ca.gov)

Classification: STAFF SERVICES MANAGER I

Recruitment number: 097500-00104800-9PB19

Final Filing Date: CONTINUOUS

Exam Base: MULTI DEPARTMENTAL OPEN

If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to [www.jobs.ca.gov](http://www.jobs.ca.gov)

Classification: STAFF SERVICES MANAGER II

Recruitment number: 097500-00104800-93914M

Final Filing Date: CONTINUOUS

Exam Base: MULTI DEPARTMENTAL OPEN

If you have any questions, please contact State Personnel Board at (866) 844-8671. To apply for this exam, please go to [www.jobs.ca.gov](http://www.jobs.ca.gov)